



## PLANNING

**To:** Planning and Zoning Commission

**From:** Dakari Hill, Senior Planner

**Through:** David Hoover, AICP, Director of Development Services

**Cc:** Suzanne Porter, AICP, Planning Manager

**Re:** Site Plan for Mettica Addition, Block 12, Lot 29

**Meeting:** August 4, 2026

**Item No. 3c**

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**Agenda Item:**

Consider and act upon a request for a Site Plan for Professional Office on Mettica Addition, Block 12, Lot 29, on 0.4± acre, located on the northeast corner of Lane Street and First Street. (DEVAPP-24-0024)

**Future Land Use Plan:**

The Future Land Use Plan designates this area as the Old Town District.

**Zoning:**

The property is zoned Downtown Office.

**Conformance:**

The Site Plan conforms to the development standards of the Downtown Office District.

**Description of Agenda Item:**

The Site Plan consists of an existing two-story residential home being converted into a professional office building totaling 1,660 square feet and associated parking.

**Access:**

Access is provided from Lane Street.

**Landscaping, Open Space, and Screening:**

The proposed development complies with all landscaping, open space, and screening requirements.

**Companion Item:**

As a companion item, a Final Plat (DEVAPP-24-0025) is on this Planning and Zoning Commission agenda.

**Attachments:**

1. Location Map
2. Site Plan
3. Open Space Plan

**Town Staff Recommendation:**

Town Staff recommends approval of the Site Plan.